COLUMBIA POLICE DEPARTMENT
Policy Manual

448　　　MOBILE DATA TERMINAL USE

448.1　　　PURPOSE AND SCOPE

The Mobile Data Terminal (MDT) can access confidential records from the Missouri Department of Revenue and Missouri Uniform Law Enforcement System (MULES) databases. Employees using the MDT shall comply with all appropriate federal and state rules and regulations.

448.2　　　MDT USE

The MDT shall be used for official police communications only. Messages that are of a sexual, racist or offensive nature or are otherwise critical of any member of the Department are strictly forbidden. MDT use is subject to the Technology Use Policy.

Messages may be reviewed by supervisors at any time without prior notification. Employees generating or transmitting messages not in compliance with this policy are subject to discipline.

448.2.1　　　USE WHILE DRIVING

Use of the MDT by the vehicle operator should generally be limited to times when the vehicle is stopped. When the vehicle is in motion, the operator should only attempt to read messages that are likely to contain information that is required for immediate enforcement, investigative or safety needs.

Short transmissions, such as a license plate check, are permitted if it reasonably appears that it can be done safely. In no case shall an operator attempt to send or review lengthy messages while the vehicle is in motion.

448.2.2　　　DOCUMENTATION OF ACTIVITY

MDT's and voice transmissions are used to record the officer's daily activity. To ensure the most accurate recording of these activities, the following are required:

1. All contacts or activity shall be documented at the time of the contact.
2. Whenever the activity or contact is not initiated by voice, the officer shall record it on the MDT.

448.2.3　　　STATUS CHANGES

All changes in status (e.g., arrival at scene, meal periods, in service) will be transmitted verbally over the police radio, telephone or through the MDT system.

Officers responding to in-progress calls shall advise changes in status verbally over the radio to assist other officers responding to the same incident.

Other changes in status may be entered by depressing the appropriate keys on the MDT.

448.3   MDT CONSIDERATIONS

448.3.1   NON-FUNCTIONING MDT

Whenever reasonably possible, officers will not use units with malfunctioning MDTs. Whenever officers must drive a unit in which the MDT is not working, they shall notify Public Safety Joint Communications.

448.3.2   BOMB CALLS

When investigating reports of possible bombs, officers should not operate an MDT within 300 feet of a suspected device. Operating the MDT may cause some devices to detonate.